



DATE: May 26, 2004

TO: ALL STATE AGENCIES, EMPLOYEE ORGANIZATIONS, AND
MEMBERS OF THE GOVERNOR'S CABINET

SUBJECT: GOVERNOR'S EXECUTIVE ORDER S-6-04

Attached is Governor Schwarzenegger's Executive Order S-6-04 requiring that all state agencies ensure that their employment practices are free of unlawful discrimination and that they provide equal employment opportunity to all job applicants. This statement of state policy is particularly meaningful this year, as we celebrate the 40th anniversary of the U.S. Civil Rights Act of 1964. Equal opportunity principles must never be taken for granted. We must always be vigilant and guard against unlawful discrimination in state employment practices. We ask that you share this executive order with all your managers and supervisors and make sure that they understand its importance. The Governor calls upon all state managers and supervisors to "vigorously enforce" the provisions of this order and all applicable federal and state non-discrimination laws.

The State Personnel Board looks forward to working with you and your staff to ensure full compliance with all equal employment opportunity and non-discrimination requirements. If you have any questions regarding these requirements, please do not hesitate to call Ted Edwards, Manager of the Civil Rights Unit, at (916) 653-1276 or TTY (916) 653-1498.

Laura M. Aguilera
Interim Executive Officer

Attachment

EXECUTIVE DEPARTMENT
STATE OF CALIFORNIA



EXECUTIVE ORDER S-6-04

WHEREAS, this nation and state were founded on the principle of freedom and equality; and

WHEREAS, Congress enacted the landmark Title VII of the Civil Rights Act of 1964, making equal employment opportunity without discrimination the law of the land; and

WHEREAS, the 1972 amendment to the Civil Rights Act extended these provisions to all governmental agencies; and

WHEREAS, numerous federal and state laws, regulations and executive orders prohibit discrimination in employment against any person based on race, color, religion, sex, national origin, age, ancestry, disability, marital status or sexual orientation in the California state civil service system; and

WHEREAS, the California labor force is comprised of skilled and talented workers from all segments of the state's richly diverse population, enabling the state to lead the nation in innovation; and

WHEREAS, this work force diversity is of great value in building a more inclusive and qualified state civil service whose highest principle is duty to an equally diverse public; and

WHEREAS, this administration is strongly committed to ensuring equality of employment opportunity in all aspects of employment where every person can enjoy to their fullest capability the birthrights of our democracy.

NOW, THEREFORE, I, ARNOLD SCHWARZENEGGER, Governor of the State of California, by virtue of the power and authority vested in me by the Constitution and laws of the State of California, do hereby issue this order to become effective immediately:

1. Equal employment opportunity for all individuals is the policy of the State of California in all its activities. All state officials, managers and supervisors shall vigorously enforce this policy.
2. All state agencies, departments, boards, and commissions shall recruit, appoint, train, evaluate and promote state personnel on the basis of merit and fitness, without regard to age, race, ethnicity, color,

ancestry, national origin, gender, marital status, sexual orientation, religion, disability or other non-job-related factors.

3. All state agencies, departments, boards and commissions shall have clear, written directives to carry out this policy and to guarantee equal employment opportunity, without retaliation or reprisal, at all levels of state government.
4. All state agencies, departments, boards and commissions shall regularly review their employment practices to ensure equality of opportunity in employment. Such actions include the use of inclusive recruitment, properly validated selection procedures and the elimination of non job-related and discriminatory practices.
5. All state agencies, departments, boards and commissions shall fully comply with all constitutional and civil service statutory and regulatory requirements to administer and enforce this policy.
6. The State Personnel Board shall provide statewide leadership, coordination, technical guidance and enforcement regarding efforts to fully achieve equal employment opportunity and non-discriminatory employment practices within the state civil service.



IN WITNESS WHEREOF I have hereunto set my hand and caused the Great Seal of the State of California to be affixed this 31st day of March 2004.


ARNOLD SCHWARZENEGGER
Governor of California

ATTEST:


KEVIN SHELLEY
Secretary of State